

conflict of interest certifications during contract performance. This clause requires an annual conflict of interest certification from contractors when the contract does not require the submission of other conflict of interest certifications during contract performance. Contracts requiring annual certifications include: Site Specific contracts, the Contract Laboratory Program (CLP), and the Sample Management Office (SMO) contracts. The annual certification requires a contractor to certify that all organizational conflicts of interest have been reported, and that its personnel performing work under EPA contracts or relating to EPA contracts have been informed of their obligation to report personal and organizational conflicts of interest to the Contractor. The annual certification shall cover the one-year period from the date of contract award for the initial certification, and a one-year period starting from the previous certification for subsequent certifications. The certification must be received by the Contracting Officer no later than 45 days after the close of the certification period covered.

[59 FR 18619, Apr. 19, 1994, as amended at 61 FR 57337, Nov. 6, 1996]

## PART 1511—DESCRIBING AGENCY NEEDS

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AUTHORITY: Sec. 205(c), 63 Sta. 390, as amended, 40 U.S.C. 486(c).

SOURCE: 61 FR 57337, Nov. 6, 1996, unless otherwise noted.

### 1511.000 Scope of part.

This part implements FAR part 11 and provides policy and procedures for describing Agency needs.

### 1511.011 Solicitation Provisions and Contract Clauses.

#### 1511.011-70 Reports of work.

Contracting officers shall insert one of the contract clauses at 1552.211-70 when the contract requires the delivery of reports, including plans, evaluations, studies, analyses and manuals. Alternate I should be used to specify reports in contract schedule, whereas the basic clause should be used when reports are specified in a contract attachment.

[63 FR 10549, Mar. 4, 1998]

#### 1511.011-71 [Reserved]

#### 1511.011-72 Monthly progress report.

Contracting Officers shall insert a contract clause substantially the same as the clause at 1552.211-72 when monthly progress reports are required.

#### 1511.011-73 Level of effort.

The Contracting Officer shall insert the clause at 1552.211-73, Level of Effort, in term form contracts.

#### 1511.011-74 Work assignments.

The Contracting Officer shall insert the contract clause at 1552.211-74, Work Assignments, in cost-reimbursement type term form contracts when work assignments are used. For Superfund contracts, except for contracts which require annual conflict of interest certificates (e.g., Site Specific contracts, the Contract Laboratory Program (CLP), and Sample Management Office (SMO) contracts), the Contracting Officer shall use the clause with either Alternate I or Alternate II. Alternate I shall be used for contractors who have at least 3 years of records that may be searched for certification purposes. Alternate II shall be used for contractors who do not have at least three years of records that may be searched.

#### 1511.011-75 Working files.

Contracting Officers shall insert the contract clause at 1552.211-75 in all applicable EPA contracts where accurate working files on all work documentation is required in the performance of the contract.

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1511.011-79

**1511.011-76 Legal analysis.**

Contracting Officers shall insert the clause at 1552.211-76 when it is determined that the contract involves legal analysis.

**1511.011-77 Final reports.**

Contracting Officers shall insert the contract clause at 1552.211-77 when a contract requires both a draft and a final report.

**1511.011-78 Advisory and assistance services.**

Contracting Officers shall insert the contract clause at 1552.211-78 in all contracts for advisory and assistance services.

**1511.011-79 Information resources management.**

The Contracting Officer shall insert the clause at 1552.211-79, Compliance with EPA Policies for Information Resource Management, in all solicitations and contracts.